

Creating an account for TSSP as a teacher

1. Go to the website www.tssp.utah.gov.

utah.gov Online Services Agency List Business Google Custom Search Search

Teacher Salary Supplement Program

This program is for the 2008-2009 school year.
We will not accept applications until October, 2008.

Create Account or Login

This program is for the 2008-2009 school year.

We will not start taking applications until October, 2008
Message 1 of 4

Additional Information

- FAQs
- Qualified Courses
- Senate Bill 2
- Contact Us
tssp@utah.gov

Utah Department of Human Resource Management

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2. Click on the “Create Account or Login” button.

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3. Click on the "Create New Account" button.

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Utah Department of Human Resource Management

Login

If you **have an account**,
enter your email address and password and then
click the *Login* button to login.

Email:

Password:

[I forgot my password](#)

If you **do not have an account**,
click the *Create New Account* button to create an account.

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4. Begin creating your account by completing the information requested on the "Create New Account" page.

Create New Account

If you **do not yet have an account**,
please complete this page to create a new account.

First Name: ★

Last Name: ★

Primary Phone: ★

Alternate Phone:

CACTUS ID: ★

Note: Your email address will become your login ID to this application. It will also be used by the system to send you confirmation email messages and to reset your account if you forget your password.

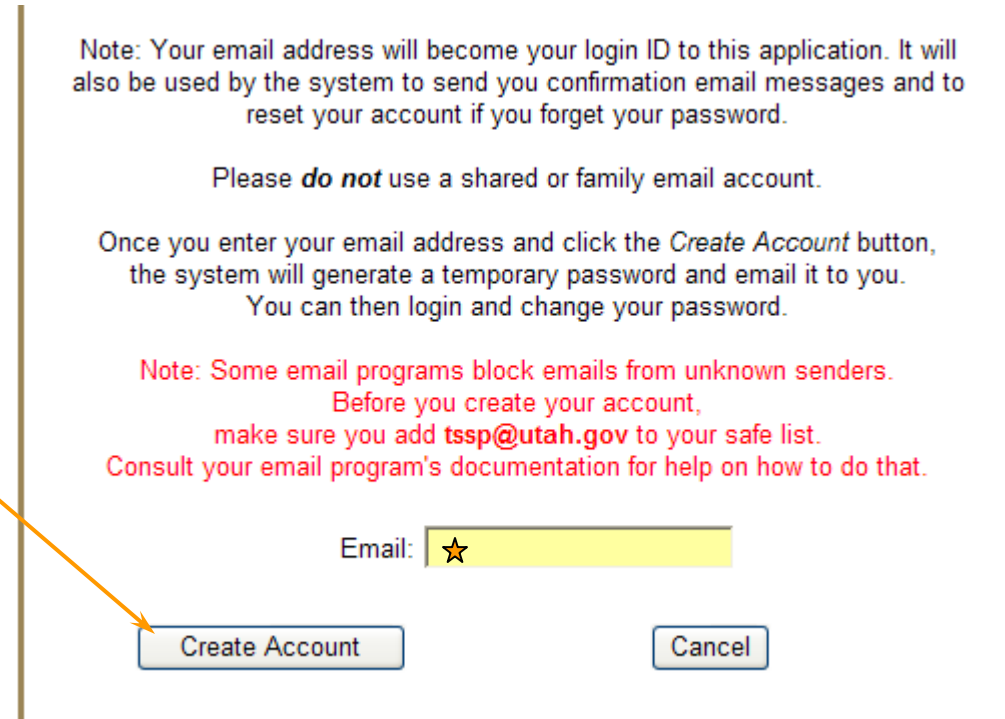
Please **do not** use a shared or family email account.

Once you enter your email address and click the *Create Account* button, the system will generate a temporary password and email it to you. You can then login and change your password.

Fields indicated above with a star ★ are required fields. If you DO NOT know your CACTUS ID, please contact your LEA and they will be able to assist you with finding out your CACTUS ID.

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5. The last required field is your email address. Your email address will become your login id. PLEASE DO NOT USE A SHARED OR FAMILY EMAIL ACCOUNT. Once your email address is entered in the field, click on the "Create Account" button.



Note: Your email address will become your login ID to this application. It will also be used by the system to send you confirmation email messages and to reset your account if you forget your password.

Please **do not** use a shared or family email account.

Once you enter your email address and click the *Create Account* button, the system will generate a temporary password and email it to you. You can then login and change your password.

Note: Some email programs block emails from unknown senders. Before you create your account, make sure you add **tssp@utah.gov** to your safe list. Consult your email program's documentation for help on how to do that.

Email:

An orange arrow points from the left margin to the "Create Account" button.

6. Once you click the "Create Account" button, a confirmation will come up letting you know an email containing your password has been sent to you (at the email account you just indicated).
7. Once you check your email account and receive the confirmation email with your password, you will be able to access your account and apply for the supplement.